

**SECRET**

DD/S 70-3746

DD / S REGISTRY

FILE

Blkg &amp; G 9

9 SEP 1970

MEMORANDUM FOR: Director of Security

THROUGH : *[Signature]* Deputy Director for Support

SUBJECT : Request for Relocation of Washington Field Office,  
Office of Security

REFERENCE : Memo dtd 10 Aug 70 to D/L fm D/S, same subject

1. In referenced memorandum, submitted to me through the Deputy Director for Support, you asked that we initiate action to relocate your Washington Field Office.

2. I have personally visited the Washington Field Office to acquaint myself with its area environment and other deficiencies which have been mentioned concerning it. We then acquired the necessary facts concerning the remaining portion of the lease as well as cost factors were we to endeavor to relocate at this time. Such information was transmitted to you in a memorandum from me on 28 August 1970. I believe we are in agreement that we will take no positive action at this time to relocate the Washington Field Office but will pursue the matter in the following fashion:

a. We will inform the General Services Administration (GSA) of our willingness to be relocated should they have a current need on behalf of another agency for this space.

b. At an appropriate time in early 1971, we will notify GSA that, upon the expiration of the lease on 14 August 1971, we wish no further extensions and desire to be relocated in another geographic area.

Signed: John F. Blake

John F. Blake  
Director of Logistics

DD/S Distribution:

Orig &amp; 1 - D/Security

① - DD/S Subject

1 - DD/S Chrono

OL 0 5344

GROUP 1  
Excluded from automatic  
downgrading and  
declassification**SECRET**

28 AUG 1970

MEMORANDUM FOR: Director of Security .

SUBJECT : Relocation of Washington Field Office,  
Office of Security

REFERENCE : Memo to D/L fm D/S dtd 10 Aug 70, Subj:  
Request for Relocation of Washington Field  
Office, Office of Security

1. The referent request to relocate the Office of Security's Washington Field Office has been reviewed, and the following preliminary cost estimate prepared.

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Move

Backfill

Vault  
Construction

The moving cost is based on the General Services Administration's (GSA) cost figures. The backfill cost is charged by GSA to the departing tenant. It is intended to cover the cost of preparing the vacated space for the new Government tenant. The vault construction cost is based on recent Office of Logistics' experience in constructing a vault in accordance with the Office of Security's standard vault specifications. The above figures do not include any special requirements, such as security alarms, or replacement of the photographic laboratory contained in the present space.

2. The lease for the space currently occupied by the Washington Field Office has been renegotiated by GSA. This lease expires on 14 August 1971. There are no renewal or cancellation

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**SUBJECT: Relocation of Washington Field Office, Office of Security**

rights. Under these circumstances, GSA has informally advised this Office that it will require further, strong justification before it will approve of the proposed move at this time. If it is determined that a move is necessary within the time frame proposed in the referent memorandum, the Agency could be required to pay the entire amount of the new lease until the present lease expires.

3. In view of the foregoing, the Office of Security may desire to reevaluate its request to move at this time and to consider instead a move planned to coincide with the 14 August 1971 expiration of the lease.

Signed: John F. Blake

John F. Blake  
Director of Logistics

<sup>2</sup>  
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TRANSMITTAL SLIP		DATE
TO: Mr. Coffey		
ROOM NO.	BUILDING	
REMARKS:		
<p>Recommend your initials.</p> <p><input type="text"/> says that OS accepts the CL position,</p> <p><input type="text"/> JHP</p>		
FROM:		
ROOM NO.	BUILDING	EXTENSION

FORM NO. 241  
1 FEB 55

REPLACES FORM 36-8  
WHICH MAY BE USED.

(47)

DOTTIE HOLD:

Copy sent to  
Director of Logistics, 12 Aug,  
for comments. Suspended  
for 26 Aug 70.

*Meetings have been held  
for discussion of this  
subject. Suspense  
extended to 14 Sept. 70*

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4. Due to the reasons indicated above, it is requested that action be initiated to acquire new space for the Washington Field Office which will meet the following requirements:

- a. Be located in close proximity and have easy access to the Beltway.
- b. Be near to public transportation.
- c. Have ample parking facilities.
- d. Be located at least on the second floor above ground level.
- e. Contain [ ] square feet of properly conformed space. (Present office contains [ ] sq. ft.)
- f. Be readily accessible to the headquarters building.

5. For your information, representatives of the Office of Security have ascertained that one building now under construction at old [ ] appears to have all the qualifications set forth in the preceding paragraph. This building will be completed in 60 - 90 days.

6. It is requested that action be initiated to secure space on the 6th floor of this building for the Washington Field Office. The Office of Security will provide additional information on space conformation and utilization when required.

[ ]  
Howard J. Osborn  
Director of Security

CONCURRENCE:

See memo dtd 9 Sep 70 to D/Sec fr D/Log re same subject

R. L. Bannerman  
Deputy Director  
for Support

Date

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**Distribution:**

Original & 1 - Addressee

*Returned to OS*

2 - DD/S

Chrono. Subject

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